

UNCLASSIFIED//

ROUTINE

R 212030Z JAN 16 PSN 444727K28

FM SECNAV WASHINGTON DC

TO ALNAV

INFO ZEN/SECNAV WASHINGTON DC
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ZEN/CMC WASHINGTON DC

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ALNAV 005/16

MSGID/GENADMIN/SECNAV WASHINGTON DC/-/JAN//

SUBJ/IMPLEMENTATION OF THE 2012 FEDERAL INVESTIGATIVE STANDARDS//

REF/A/MEMO/OSD/2 Oct 15/

REF/B/DOC/SECNAV/1 Jun 06//

NARR/REF A is an Office of the Under Secretary of Defense for Intelligence (USD(I)) Memorandum implementing the Federal Investigative Standards for the Department of Defense. REF B is Department of the Navy Personnel Security Program Manual, SECNAV M-5510.30//

RMKS/1. The Office of Personnel Management (OPM) has removed the National Agency Check with Law and Credit Checks (NACLC) and the Access National Agency Check with Written Inquires (ANACI) background investigation products from the Electronic Questionnaires for Investigations Processing (e-QIP) system to meet the 2012 Federal Investigative Standards for Tiered investigations as identified in reference (a). Effective immediately, Department of the Navy (DON) Security Offices will use the below products to request background investigations:

a. Case type Tier 1 National Agency Check and Inquiries (NACI), (Case Type Code - 02B), is requested for positions designated as low risk, non-sensitive, and for physical and/or logical access. Tier 1 NACI, requested on Standard Form (SF) 85, is the minimum level of investigation required for a final credentialing determination for physical and/or logical access. The Revised Finger Print Card, SF 87 or electronic fingerprints, a resume or equivalent, and an Optional Form 306, (Declaration for Federal Employment), must be included with the investigation request.

b. Case type Tier 3, (Case Type Code - 64B), is the initial investigation used for positions designated as non-critical sensitive and/or requiring eligibility for access to confidential or secret information. The Tier 3, requested on SF 86, is the minimum background investigation required for all military personnel, as well as civilians or contractors who occupy a non-critical sensitive position or have access to classified information. The SF 87 or electronic fingerprints are required for military personnel. A resume or equivalent, an Optional Form 306, and SF 87 or electronic fingerprints, must be included for civilians and contractors.

c. Case type Tier 3R, (Case Type Code - 65B), is requested if the subject requires a reinvestigation. Tier 3R, requested on the SF 86, is the periodic reinvestigation for military, civilian and contractor personnel who occupy non-critical sensitive positions or require access to classified information. The submission of SF 87 or electronic fingerprints is required, if previous results are not on file at OPM.

d. A Tier 3 investigation must be submitted for military personnel who retire or separate from the military and become employed as a federal civil servant as a first time employee, unless the member was previously subject to a Single Scope Background Investigation.

e. Use the following legend to complete the e-QIP Agency Use Block:
DODS - is used by Human Resource professionals to submit civilians for suitability investigations.

DODH - is used by Security Professionals for contractors in support of unclassified contracts requiring physical and/or logical access.

NV00 - is used by Security Professionals for all civilian, military and contractor personnel who occupy a National Security position or require access to classified information.

f. Security Managers and Human Resource personnel are required to obtain access to the Case Adjudication Tracking System (CATS) to communicate with the DoD Central Adjudication Facility, receive notifications of investigation status, and to validate fingerprint results. Access to CATS is available by contacting Echelon I or II Security Offices.

2. Reference (b) will be updated to reflect the above change.

3. DUSN(P) Security point of contact for this effort is Ms. Shirley Maddox-Stubbs, shirley.maddoxstubbs@navy.mil.

4. Released by the Honorable Sean J. Stackley, Acting Secretary of the Navy.//

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